



CANNON BUILDING
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STATE OF DELAWARE
BOARD OF PROFESSIONAL LAND SURVEYORS

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MEETING MINUTES:	BOARD OF PROFESSIONAL LAND SURVEYORS
DATE AND TIME:	September 17, 2015 at 8:30 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon Building
APPROVED:	October 15, 2015

MEMBERS PRESENT

James Bielicki, Jr., Professional Member, Chairman
Franco R. Bellafante, Professional Member, Vice-Chair
Kelly Katz, Professional Member
Rhonda West, Public Member, Secretary

DIVISION STAFF

Amanda McAtee, Administrative Specialist II
Kevin Maloney, Deputy Attorney General
Flora Peer, Administrative Specialist II

MEMBERS ABSENT

Charles Adams, Jr., Professional Member
Carla Cassell-Carter, Public Member

PUBLIC

None

CALL TO ORDER

Mr. Bielicki called the meeting to order at 8:32 a.m.

Review and Approval of Minutes

Board Meeting Minutes – July 16, 2015

Ms. West made a motion, seconded by Mr. Bellafante, to approve the July 16, 2015 minutes. By unanimous vote the motion carried.

Discussion of Plan Certification Notes

Mr. Bielicki stated that Mr. Adams could not be present for the meeting and that the item would be tabled.

Unfinished Business

Complaint Status – None

NEW BUSINESS

Courses for Personal Development Hours Approval

Office and Field Work for Polaris & Ethics and Professionalism, 2 PDH ethics designation, 14 PDHs total (classroom)

Mr. Katz reviewed the course for the Board and stated that the course was of appropriate length and content. After review and discussion, Mr. Katz made a motion, seconded by Ms. West, to approve the course as submitted. By unanimous vote the motion carried.

Mr. Bellafante questioned how the PDH course approvals worked in terms of expiration date of the course. Ms. McAtee stated that the course approvals were approved for the current licensure period and would always expire when the licenses expired. Mr. Bellafante wanted to add more specific language into the Rules and Regulations to clarify how the approval terms worked. Mr. Bielicki stated that perhaps adding language that course approvals will expire at the end of the licensure term. Mr. Maloney stated that he would look into the matter and prepare something for the board.

Ratification of Issuance of Land Surveying Certificate of Authorization
FA Commercial Due Diligence Services Co. – PLS in Charge: Thomas Ertle

Mr. Bellafante made a motion, seconded by Mr. Katz, to ratify the issuance of land surveying certificate of authorization to FA Commercial Due Diligence Services Company. By unanimous vote the motion carried.

NCEES Updates from the 2015 Meeting

Mr. Bielicki stated that a lot of topics dealt with the engineers and NCEES approved \$250,000 for outreach programs to get more people involved in surveying because the numbers were decreasing. Mr. Bielicki stated that there was a lot of discussion about the computer based testing (CBT) and the issue of the state exams and how they could be standardized and possible vendors to work with states that would be cost effective. Mr. Bielicki stated that the individual states did not want to give up their state specific exams and there was a suggestion to perhaps develop a regional exam. Currently, some states had agreed to administer another state's exam in their state, as long as both boards were comfortable with it and worked together. Ms. West stated that the timing of the exams was also inconvenient to applicants because they were only offered twice a year and if the exams were switched to CBT they would be available on demand. Mr. Bielicki stated that NCEES formed a committee to look for ways to streamline the state testing and get the states on the same page.

Mr. Bielicki stated that he would like to revisit the Board's state specific exam and look at ways to improve it and possibly move to a CBT offering. Ms. McAtee stated that there was a process in the law and that the Board would have to contract with an independent testing agency.

Ms. McAtee stated that the exam was currently based on: DNREC DE Sediment and Storm water Regulations, DNREC Erosion and Sediment Control, DNREC Delaware Pond Code 378, DE State Statute for Professional Land Surveyors, and DE State Rules and Regulations for Professional Land Surveyors.

Mr. Maloney read from the statute in section 2706:

§ 2706 (4) Designate a written, 2-hour examination on drainage and the Delaware law, prepared by an independent testing agency and approved by the Director of the Division. All persons applying for licensure, including those applicants for licensure by reciprocity, shall take the examination on drainage and Delaware law;

Ms. McAtee stated that the Board could consider delivering the exam in a similar manner that the State Dental Board used, in that the exam was online on the Division's website. The applicants filled out the exam and returned it to the Division for grading. Ms. McAtee stated that it was really up to the Board to decide what delivery method would be in the best interest of public protection. Ms. McAtee stated that the topic could be added to the October agenda for further discussion. Mr. Bielicki stated that there was talk at the NCEES meeting about the ethics requirements because ethics was mostly wrapped up in

what is completed for continuing education and some states were considering doing away with the ethics requirement. Mr. Bellafante stated that he was in favor of getting rid of the requirement. Mr. Katz stated that it was really an unnecessary burden on the licensee. Mr. Bielicki stated that every course surveyors took involved ethics but it was not always designated as an ethics course. Ms. West questioned if the Division had an opinion. Ms. McAtee stated that the Division was responsible for processing applications and licensee information and that the Board could modify continuing education requirements as they desired. The purpose of continuing education was to protect the public and some boards do not require it. Mr. Maloney stated that he would prepare a draft regulation change and would put a reason in the preamble of the regulation change to explain the reasoning behind it. Ms. McAtee stated that the topic would be on the October agenda for further discussion.

Application Updates

Ms. McAtee reviewed some minor changes with the applications, the main change being the education history was being removed from the by exam/reciprocity application because it was already requested information during the intern application process or the initial application of the surveyor from their home state.

2015 Post Renewal Audit Initiated

Ms. McAtee stated that the audit letters had been sent out.

2016 Meeting Dates and board Liaison Transition

Ms. McAtee stated that this would be her last meeting because she had accepted a position at another state agency. The Board thanked Ms. McAtee for her service to the Board. Ms. McAtee introduced Ms. Peer and let the Board know that she would be taking over liaison duties.

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Mr. Bielicki requested that Mr. Maloney research what area of the law would be appropriate to include the Board's proposed language on conveyances. Mr. Maloney stated that he has been speaking to Mr. Mangler and was speaking to some members of the bar association and was still researching viable options.

PUBLIC COMMENT

None

NEXT MEETING

The next meeting of the Board is October 15, 2015 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business before the Board, Ms. West made a motion, seconded by Mr. Katz, to adjourn the meeting at 9:52 a.m. By unanimous vote, the motion carried.

Respectfully Submitted,



Amanda McAtee
Administrative Specialist II

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.